

**City of Lauderhill  
Employment Opportunity  
08/14/2017  
Open Competitive**

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**Job Title: Police Service Aide I  
Department: Police**

**Salary:**

\$31,316 Annually

**Job Description:**

Under general supervision of the Police Department, the purpose of the position is to provide support for all components of the Lauderhill Police Department as needed. Employees in this classification perform non-routine clerical, investigative and minor police related duties. Position is responsible for preparing police reports, responding to calls for assistance, investigating motor vehicle crashes, areas of the City and facilities as directed, and issuing traffic and parking citations for infractions. Performs related work as directed.

**Note: Upon request, official job description of the duties required in this position is available in the Human Resources Department.**

**Qualification Requirements:**

High School Diploma or GED

**Special Requirements:**

Must be at least 18 years of age

Valid State of Florida Driver's License

Ability to complete and pass the Police Service Aide Academy and the City of Lauderhill's Police Department's Field Training Program.

**Basis of Rating:**

1. Review of application based on education, training, and experience as requested in the application.
2. Background investigation.
3. An interview designed to evaluate each applicant's knowledge in this field of work.

**Closing Date & Time:**

**OPENED UNTIL FILLED**

**Applicant must file a complete application and attach copy of High School Diploma or GED and/or relevant certifications as indicated above. Resumes alone are not acceptable.**

**How to Apply:**

Applications may be obtained at the City of Lauderhill, Human Resources Department, 5581 W. Oakland Park Blvd. Suite 338, Lauderhill, Florida 33313, from 7:30 A.M. to 5:45 P.M., Monday through Thursday or visit our web site at [www.lauderhill-fl.gov](http://www.lauderhill-fl.gov).

**Benefits:**

Full-time employees of the City enjoy an excellent benefits package including educational assistance program, paid vacation leave, pension, dental and health insurance and career advancement.

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**Equal Opportunity Employer /M-F/D/V  
Pre-employment Polygraph, Physical, Drug and Alcohol Screening**